**2016 Year of Innovation, Architecture and Design  
Community Celebrations Grants   
Application Form**

Please ensure you complete all of the boxes and identify a contact that we can be in touch with regarding your application. Please note that submitting this form does not guarantee you will be awarded a grant.

The ‘DIVERSE COMMUNITIES – SMALL GRANTS FUND’ is open to constituted and charitable organisations and not for profit community groups. Organisations can apply for grants of £250–£1,000 to host an event which celebrates the themes outlined in the programme guidance. Please read the guidance before applying.

**About you:**

|  |  |
| --- | --- |
| **Organisation – Group name:** |  |
| **Charity Number: (If Applicable)** |  |
| **Contact name:** |  |
| **Address** including post code |  |
| **Contact Phone Number:** |  |
| **Contact Email** |  |
| **Website** |  |
| **Social Media contact:**  **Twitter / Facebook** |  |
| **What are the core aims of your organisation?**  **What do you do?** |  |
| **Please provide the bank details of your group / organisation.** Please note this is essential if your group is to be awarded a grant. |  |
| **What experience or training does your group / organisation currently have in planning and organising events?** |  |
| **How do you aim to attract the general public as well as members of your community group?** |  |

**About your event:**

|  |  |
| --- | --- |
| **Title of your event** |  |
| **Proposed date of event:** |  |
| **Proposed time of event:** |  |
| **Proposed venue details** including address with postcode: |  |
| Please summarise your proposed event or activity (150 words max) |  |
| **Please tell us how your proposed activity meets the criteria of this fund.**  Please see section in Guidance notes under ‘**AIMS + OBJECTIVES /CRITERIA’** for assessment of your application’ make specific reference to the objectives / criteria where possible in your answer. |  |
| **Please tell us how you ensure your event appeals to other communities?** |  |
| **Please tell us how your proposed activity relates to the themes of DIVERSITY – CITIZENSHIP - HOME** |  |
| **Please acknowledge by ticking / signing this box that in the event your application is successful you can successfully complete an ‘evaluation form’ – we will send you this with grant contract.** |  |
| **Please detail your income and expenditure for the event, indicating the funds requested from BEMIS Scotland** |  |

**Please return this to:** [festival@bemis.org.uk](mailto:festival@bemis.org.uk) or 0141-548-8047

**This is an open fund until the grant allocation has been distributed.**

**Follow us on twitter to keep up to date with FUNDING applications**

**@bemis\_scotland**

We would prefer applications to be sent to us electronically, but if you do not have access to email, please return or hand into the following address: Small Grants Programme, BEMIS Scotland, 5th Floor – 38 Queen Street – Glasgow – G1 3DX

**PLEASE SUBMIT APPLICATIONS TO:**

[**festival@bemis.org.uk**](mailto:festival@bemis.org.uk)

**Year of Architecture, Innovation & Design**

**BEMIS Scotland**

**Centrum Building, 38 Queen Street, Glasgow, G1 3DX**

For any further queries about the application process or eligibility please do not hesitate to contact us at [festival@bemis.org.uk](mailto:festival@bemis.org.uk) or by telephone on **0141 548 8047**.

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[@bemis\_scotland](http://twitter.com/bemis_scotland)